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Governor

STATE OF NEVADA
DEPARTMENT OF HEALTH & HUMAN SERVICES
DIVISION OF WELFARE & SUPPORTIVE SERVICES

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TO: WHOM IT MAY CONCERN

FROM: GERALD J. ALLEN, CHIEF
NEVADA CHILD CARE AND DEVELOPMENT PROGRAM

SUBJECT: NEVADA'S CHILD CARE AND DEVELOPMENT STATE PLAN

If a state accepts federal funds to support low-income families with child care, the state is required to submit a Child Care State Plan to the federal government. Every two years states are required to re-submit the Child Care State Plan to the federal government. The state is also required to hold at least one public hearing for the purpose of allowing the general public to comment on the State Plan.

The draft Nevada Child Care Program State Plan will be reviewed at a public workshop scheduled for April 28, 2009 beginning at 9 a.m. It will be held at the Health Division, 4150 Technology Way, Suite 303, Carson City, NV and video-conferenced to the Bureau of Early Intervention Services, 4528 West Craig Road, Suite 100, North Las Vegas, Nevada. The draft version of the State Plan is posted on the Division of Welfare and Supportive Services web site at <http://dwss.nv.gov/>.

The public is encouraged to review the draft State Plan and either attend the public workshop or, if unable to attend, submit your written comments to Lynette Giles at 1470 College Parkway, Carson City, NV 89706 or lgiles@dwss.nv.gov by April 21, 2009.

If any additional information is needed, please contact Gerald Allen at gallen@dwss.nv.gov or at (775) 684-0630. Your contribution to this process is appreciated.



CHILD CARE AND DEVELOPMENT FUND PLAN

FOR: NEVADA

FFY 2010-2011

This Plan describes the CCDF program to be conducted by the State/Territory for the period 10/1/09 – 9/30/11. As provided for in the applicable statutes and regulations, the Lead Agency has the flexibility to modify this program at any time, including changing the options selected or described herein.

The official text of the applicable laws and regulations govern, and the Lead Agency acknowledges its responsibility to adhere to them regardless of the fact that, for purposes of simplicity and clarity, the specific provisions printed herein are sometimes paraphrases of, or excerpts and incomplete quotations from, the full text.

Public reporting burden for this collection of information is estimated to average 162.5 hours per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

Form ACF 118 Approved OMB Number: [INSERT NUMBER] expires [INSERT DATE]

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AMENDMENTS LOG

CHILD CARE AND DEVELOPMENT FUND PLAN FOR: NEVADA
FOR THE PERIOD: 10/1/09 – 9/30/11

Lead Agencies must submit plan amendments within 60 days of the effective date of an amendment (§98.18 (b)).

Instructions for Amendments:

- 1) Lead Agency completes the first 3 columns of the Amendment Log and sends a photocopy of the Log (showing the latest amendment sent to ACF) and the amended section(s) to the ACF Regional Office contact. Lead Agency also should indicate the Effective Date of the amended section in the footer at the bottom of the amended page(s). A copy of the Log, showing the latest amendment pending in ACF, is retained as part of the Lead Agency's Plan.
- 2) ACF completes column 4 and returns a photocopy of the Log to the grantee.
- 3) The Lead Agency replaces this page in the Plan with the copy of the Log received from ACF showing the approval date.

Note: This process depends on repeated subsequent use of the same Log page over the life of the Plan. At any time the Log should reflect all amendments, both approved and pending in ACF. The Lead Agency is advised to retain "old" plan pages that are superseded by amendments in a separate appendix to its Plan. This is especially important as auditors will review CCDF Plans and examine effective date of changes.

SECTION AMENDED	EFFECTIVE/ PROPOSED EFFECTIVE DATE	DATE SUBMITTED TO ACF	DATE APPROVED BY ACF

PART 1

ADMINISTRATION

The agency shown below has been designated by the Chief Executive Officer of the State (or Territory), to represent the State (or Territory) as the Lead Agency. The Lead Agency agrees to administer the program in accordance with applicable Federal laws and regulations and the provisions of this Plan, including the assurances and certifications appended hereto. (658D, 658E)

1.1 Lead Agency Information (as designated by State/Territory Chief Executive Officer)

Name of Lead Agency: Department of Health and Human Services/ Division of Welfare and Supportive Services

Address of Lead Agency: 4126 Technology Way, Suite 100, Carson City, Nevada 89706-2009

Name and Title of the Lead Agency's Chief Executive Officer: Michael J. Willden, Director

Phone Number: (775) 684-4000

Fax Number: (775) 684-4010

E-Mail Address: nvdhr@dhr.stat.nv.us

Web Address for Lead Agency (if any): http://www.dhhs.nv.gov/

1.2 State/Territory Child Care (CCDF) Contact Information (day-to-day contact)

Name of the State/Territory Child Care Contact (CCDF): Gerald J. Allen

Title of State/Territory Child Care Contact: Chief, Child Care & Development Program

Address: 1470 College Parkway, Carson City, Nevada 89706

Phone Number: (775) 684-0630

Fax Number: (775) 684-0711

E-Mail Address: gallen@dwss.nv.gov

Phone Number for CCDF program information (for the public) (if any): 1-800-992-0900 or 1-800-753-5500

Web Address for CCDF program information (for the public) (if any):
http://dwss.nv.gov/

1.3 Estimated Funding

The Lead Agency estimates that the following amounts will be available for child care services and related activities during the 1-year period: October 1, 2009 through September 30, 2010. (§98.13(a))

CCDF: \$31,280,079.00
Federal TANF Transfer to CCDF: \$ _____
Direct Federal TANF Spending on Child Care: \$ _____
State CCDF Maintenance of Effort Funds: \$2,580,421.00
State Matching Funds: \$13,000,939.00
Total Funds Available: \$46,861,439.00

1.4 Estimated Administration Cost

The Lead Agency estimates that the following amount (and percentage) of Federal CCDF and State Matching Funds will be used to administer the program (not to exceed 5 percent): \$2,224,267.00 (5% %). (658E(c) (3), §§98.13(a), 98.52)

1.5 Administration of the Program

1.5.1 Does the Lead Agency directly administer and implement all services, programs and activities funded under the CCDF Act, including those described in Part 5.1 – Activities & Services to Improve the Quality and Availability of Child Care, Quality Targeted Funds and Set-Aside?

- ☐ Yes.
- ☒ No. If no, use **Table 1.5.1** below to **identify** the name and type of agency that delivers services and activities. If more than one agency performs the task, identify all agencies in the box under “Agency,” and **indicate** in the box to the right whether each is a non-government entity.

Table 1.5.1: Administration of the Program

Service/Activity	Agency	Non-Government Entity (see Guidance for definition)
Determines individual eligibility:		
a) TANF families	Lead Agency – State/County TANF Agency	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Children’s Cabinet - CCR&R	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

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Service/Activity	Agency	Non-Government Entity (see Guidance for definition)
b) Non-TANF families	Lead Agency – State/County TANF Agency	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Children’s Cabinet – CCR&R	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Assists parents in locating care	Children’s Cabinet – CCR&R	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Makes the provider payment	Children’s Cabinet – CCR&R;	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	United Way of Southern Nevada – Non-governmental community or faith-based organization	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Quality activities	Children’s Cabinet – CCR&R	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	University of Nevada Las Vegas – School/school district	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Other:		<input type="checkbox"/> Yes <input type="checkbox"/> No

1.5.2. Describe how the Lead Agency maintains overall internal control for ensuring that the CCDF program is administered according to the rules established for the program (§98.11).

The Division of Welfare and Supportive Services (DWSS) has direct contracts with non-profit agencies and Interlocal Agreements with other state agencies. These contracts and agreements allow for ongoing monitoring by the Child Care and Development Program as well as DWSS Program, Review and Evaluation Program (PRE) and Investigations and Recovery Program (I&R).

1.5.3. Describe how the Lead Agency ensures adequate personnel, resources, systems, internal controls, and other components necessary for meeting CCDF reporting requirements (658K, §98.67, §§98.70 & 98.71, §§98.100 to 102), including the Lead Agency's plans for addressing any reporting deficiencies, if applicable. At a minimum, the description should address efforts for the following reporting requirements:

a) Fiscal - DWSS Accounting Department ensures preparation of ACF 696 is completed per state and federal requirements. There is procedure in place to guarantee funds can be traced to a level of expenditure to establish funds have not been used in violation of any state or federal requirements.

b) Data – DWSS has a child care system in place (Nevada Child Care System –NCCS) which captures all family case-level data as required per §98.71 on a monthly basis. This data is then submitted via the secured Social Security Administration data line to Child Care and Development Program. Additionally, an annual report is prepared via the same child care system and submitted in the same process.

C) Error Rate – DWSS Program, Review and Evaluation (PRE) Department has in place a methodology to ensure the required numbers of cases are reviewed with appropriate personnel. The results are compiled and submitted per federal regulations.

1.6 Funds Used to Match CCDF

1.6.1 Will the Lead Agency use public funds to meet a part of the CCDF Match requirement pursuant to §98.53(e)(1)?

- ☐ Yes, **describe** the activity and source of funds: _____
- ☒ No.

1.6.2 Will the Lead Agency use private donated funds to meet a part of the matching requirement of the CCDF pursuant to §98.53(e)(2)?

- ☒ Yes. If yes, are those funds: (**check one below**)
- ☐ Donated directly to the State?

☒ Donated to a separate entity or entities designated to receive private donated funds?

a) How many entities are designated to receive private donated fund?

One (1) entity

b) **Provide** information below for each entity:

Name: Nevada Alliance of Boys & Girls Clubs

Address: 673 S Stewart St, Carson City, NV 89701

Contact: Kevin McCartney, Senior Director

Type: Non-Profit

☐ No.

1.6.3 During this plan period, will State expenditures for Pre-K programs be used to meet any of the CCDF maintenance of effort (MOE) requirement?

☐ Yes (**respond to 1.6.5**), and:

a) ☐ The State assures that its level of effort in full day/full year child care services has not been reduced, pursuant to §98.53(h)(1).

b) (____ %) Estimated percentage of the MOE requirement that will be met with Pre-K expenditures. (Not to exceed 20%.)

c) If the Lead Agency uses Pre-K expenditures to meet more than 10% of the MOE requirement, **describe** how the Lead Agency will coordinate its Pre-K and child care services to expand the availability of child care (§98.53(h)(4)):

☒ No.

1.6.4 During this plan period, will State expenditures for Pre-K programs be used to meet any of the CCDF Matching Fund requirements? (§98.53(h))

☒ Yes (**respond to 1.6.5**), and

a) (22 %) Estimated percentage of the Matching Fund requirement that will be met with pre-K expenditures. (Not to exceed 30%.)

b) If the State uses Pre-K expenditures to meet more than 10% of the Matching Fund requirement, **describe** how the State will coordinate its Pre-K and child care services to expand the availability of child care (§98.53(h)(4)):

☐ No.

1.6.5 If the Lead Agency indicated “yes” to 1.6.3 or 1.6.4, **describe** Lead Agency efforts to ensure that pre-K programs meet the needs of working parents: (§98.53(h)(2))

Pre-K services are provided through three state-funded programs: Head Start, Even Start Program and Nevada Comprehensive Early Childhood Education (Pre-K) Program. Subsidy dollars are used to provide wrap around services. By being able to provide full-day care, parents are able to continue to work full-time. These programs serve low-income families who need preschool services for their children to be ready to enter kindergarten. The majority of the children served are second language learners. Parents access training and education during early childhood programs. Programs coordinate with child care providers to support working parents if needed.

1.6.6 Will the Lead Agency use any other funds to meet a part of the CCDF Match requirement pursuant to §98.53(e)(1)?

☐ Yes, **describe** the activity and source of funds:

☒ No.

1.7 Improper Payments

1.7.1 How does the Lead Agency define improper payments?

Any benefit paid to, or on behalf of any individual, household or business that exceeds the amount the individual, household or business was eligible to receive.

1.7.2 Has your State implemented strategies to prevent, measure, identify, reduce, and/or collect improper payments? (§98.60(i), §98.65, §98.67)

☒ Yes, and these strategies are:

DWSS employs multiple techniques to both deter and identify improper payments. These include but are not limited to:

- Management Evaluations – administrative staff review a sampling of cases to ensure documentation supports case decision and case actions are in accordance with policy.
- Quality Control – PRE staff review a sampling of cases and perform independent verifications to determine case eligibility.
- Supervisory Reviews – local office staff review a sampling of cases to ensure case actions are in accordance with policy and the eligibility decision and benefit level is correct.
- Investigations – investigations on household circumstances are accomplished when staff believe suspicious circumstances exist.
- Overpayment calculations/recovery – staff determine the value of benefits paid versus what should have been paid when payment circumstances are determined to be incorrect and pursue repayment of the debt.
- Intentional Program Violations – administrative disqualification penalties are imposed when it is determined applicants/participants/ have intentionally violated program rules.

☐ No. If no, are there plans underway to determine and implement such strategies?

☐ Yes, and these planned strategies are: _____

☐ No.

PART 2

DEVELOPING THE CHILD CARE PROGRAM

2.1 Consultation and Coordination

2.1.1 Lead Agencies are required to *consult* with appropriate agencies and *coordinate* with other Federal, State, local, tribal (if applicable) and private agencies providing child care and early childhood development services (§98.12, §98.14(a),(b), §98.16(d)).

Indicate the entities with which the Lead Agency has a) **consulted** and b) **coordinated** (as defined below), by checking the appropriate box(es) in Table 2.1.1.

Consultation involves the meeting with or otherwise obtaining input from an appropriate agency in the development of the State Plan. **At a minimum, Lead Agencies must consult with representatives of general purpose local governments (noted by the asterisk in the chart below).**

Coordination involves the coordination of child care and early childhood development services, including efforts to coordinate across multiple entities, both public and private (for instance, in connection with a State Early Childhood Comprehensive System (SECCS) grant or infant-toddler initiative). **At a minimum, Lead Agencies must coordinate with** (1) other Federal, State, local, Tribal (if applicable), and/or private agencies responsible for providing child care and early childhood development services, (2) public health (including the agency responsible for immunizations and programs that promote children's emotional and mental health), (3) employment services / workforce development, (4) public education, and (5) Temporary Assistance for Needy Families (TANF), and (6) any Indian Tribes in the State receiving CCDF funds (noted by the asterisks in the chart below).

Table 2.1.1 Consultation and Coordination

Agency	a) Consultation in Development of the Plan	b) Coordination with Service Delivery
Representatives of local government	<input checked="" type="checkbox"/> *	<input checked="" type="checkbox"/>
Other Federal, State, local, Tribal (if applicable), and/or private agencies providing child care and early childhood development services.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> *
Public health	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> *
Employment services / workforce development	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> *
Public education	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> *
TANF	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> *

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Agency	a) Consultation in Development of the Plan	b) Coordination with Service Delivery
Indian Tribes/Tribal Organizations, when such entities exist within the boundaries of the State	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> *
State/Tribal agency (agencies) responsible for:		
State pre-kindergarten programs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Head Start programs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Programs that promote inclusion for children with special needs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Other (See guidance):	<input type="checkbox"/>	<input type="checkbox"/>

* Required.

For each box checked in Table 2.1.1, (a) identify the agency(ies) providing the service and (b) describe the consultation and coordination efforts. Descriptions must be provided for any consultation or coordination required by statute or regulation.

Consultation in Development of the State Plan – Agencies that have contributed to this plan includes:

Children’s Cabinet;

Washoe County School District;

Head Start Collaboration Office;

Bureau of Services for Child Care Licensing;

Truckee Meadows Community College;

Nevada Association for the Education of Young Children (NevAEYC);

Bureau of Family Health Services;

Nevada Department of Education;

DWSS Eligibility and Payments Unit (TANF);

Child Care Advisory Board

Coordination of efforts includes:

- **Participation in the development of the State Early Childhood Comprehensive Systems (SECCS) Grant through Nevada State Health Division)**
- **Partnership with Head Start State Collaboration Office, Nevada Department of Education, SECCS Coordinator and Washoe County School District (a recipient of state-funded**

Pre-K grant and quality set-aside funding to administer several statewide Early Childhood programs including The Nevada Registry and The Child Care Apprenticeship Program) to strategize the development of comprehensive governance and finance systems for early childhood in Nevada. Additionally, all of these agency representatives contributed to the development of the ECCS plan and the annual HSSCO work plan.

- **Participation on the United Way of Southern Nevada, Commitment to Education Committee to develop an assessment tool based on Nevada's Pre-K Standards and to improve school readiness outcomes for Pre-K children.**
- **Partnership with University of Nevada Reno, campus child care to improve quality of care of home providers through training and accreditation technical assistance**
- **Collaborate with Prevent Child Abuse Nevada in providing training regarding recognizing and reporting child abuse & neglect as well as other health and safety issues**
- **Collaborate with the Nevada Association for the Education of Young Children to locate and secure funding to pilot a WAGES compensation program.**
- **The TANF and Child Care programs are administered by the Division of Welfare and Supportive Services. These programs are sister programs and work closely together to develop and deliver the state plan.**

2.1.2 Emergency Preparedness and Response Plan for Child Care and Early Childhood Programs. Lead Agencies are encouraged to develop an emergency preparedness and response plan for child care and other early childhood programs operating in the State/Territory. The plan should include provisions for continuity of services and child care assistance payments to families and providers in the event of an emergency or disaster. Indicate which of the following best describes the current status of your efforts in this area. **Check only ONE.**

- ☐ **Planning.** Indicate whether steps are under way to develop a plan. If so, describe the time frames for completion and/or implementation, the steps anticipated and how the plan will be coordinated with other emergency planning efforts within the State/Territory.
- ☒ **Developing.** A plan is being drafted. Include the plan as Attachment 2.1.2, if available.

- ☐ **Developed.** A plan has been written but has not yet been implemented. Include the plan as Attachment 2.1.2, if available.
- ☐ **Implementing.** A plan has been written and is now in the process of being implemented. The plan is included as Attachment 2.1.2.
- ☐ **Other. Describe:**

a) **Describe** the progress made by the State/Territory in planning for an emergency or disaster event with regards to the operation of child care and early childhood education programs.

b) **Describe** provisions the Lead Agency has in place for the continuation of core child care functions during and after a disaster or emergency.

c) **Describe** efforts the Lead Agency has undertaken to provide resources and information to families and child care providers about ways to plan and prepare for an emergency or disaster situation.

d) **Describe** how the Lead Agency is coordinating with other State/Territory agencies, private, and/or non-profit charitable organizations to ensure that child care and early childhood programs are included in planning, response, and recovery efforts.

2.1.3 Plan for Early Childhood Program Coordination. Lead Agencies are encouraged to develop a plan for coordination across early childhood programs. **Indicate** which of the following best describes the current status of your efforts in this area. **Note: Check only ONE.**

- ☐ **Planning.** Are there steps under way to develop a plan?
 - ☐ Yes, and **describe** the time frames for completion and/or implementation, the steps anticipated, and how the plan is expected to support early language, literacy, pre-reading and early math concepts.
 - ☐ No.
- ☒ **Developing.** A plan is being drafted. Include the draft as **Attachment 2.1.3** if available.
- ☐ **Developed.** A plan has been written but has not yet been implemented. Include the plan as **Attachment 2.1.3** if available.

- ☐ **Implementing.** A plan has been written and is now in the process of being implemented. Include the plan as **Attachment 2.1.3.**
- ☐ **Other (describe):**

a) Describe the progress made by the State/Territory in planning for coordination across early childhood programs since the date of submission of the 2008-2009 State Plan.

The Division of Welfare and Supportive Services continues to work with the Health Division, Head Start State Collaboration Office (HSSCO), Department of Education, Nevada Head Start Association and Washoe County School District on the development of the ECCS plan. Once completed and approved, this information will be used in part to complete the Coordination Plan.

b) Indicate whether there is an entity that is, or will be, responsible for ensuring that such coordination occurs. Indicate the four or more early childhood programs and/or funding streams that are coordinated and describe the nature of the coordination.

During 2007, the HSSCO received a supplemental grant to facilitate the development of a statewide EC systems team. A group of seven people representing the above mentioned agencies met prior to the national EC systems coordination meeting co-sponsored by the federal Office of Head Start, Maternal Child Health, and Pre-K Now. The team then attended the national meeting where strategies were developed in the areas of governance, finance and provider support. The team continues to meet and has begun coordinating the collection of data across agencies. At this time, the HSSCO continues to provide leadership and funding for the continued process of creating a comprehensive system design that will work for Nevada.

c) Describe the results or expected results of this coordination. Discuss how these results relate to the development and implementation of the State/Territory's early learning guidelines, plans for professional development, and outcomes for children.

Representatives from the Statewide EC System Team participated in developing Nevada's early learning guidelines for pre-kindergarten age children and are currently serving on workgroups to develop learning guidelines for infants and toddlers. The HSSCO is in the process of creating a chart/matrix that will identify professional development opportunities and other provider supports available across the state. The HSSCO's 2008 work plan will reflect a focus on exploring and aligning assessments across publicly funded programs in Nevada.

d) Describe how the State/Territory's plan supports, or will support, continued coordination among the programs. Are changes anticipated in the plan?

The Office of Early Care and Education (OECE) will continue to play an integral part in planning a comprehensive system of early childhood services in Nevada. Each biennium, the state plan is distributed to key partners for input and review. The HS Reauthorization Act will likely make funding available through HSSCO for the development of Early Learning Councils. In this event, the OECE will be a key partner in that process. Any changes resulting from the systems planning will be reflected in future child development plans.

2.2 Public Hearing Process

Describe the Statewide/Territory-wide public hearing process held to provide the public an opportunity to comment on the provision of child care services under this Plan. (658D(b)(1)(C), §98.14(c)) At a minimum, the description must provide:

a) Date(s) of notice of public hearing: To Be Determined (TBD)

b) Manner of notifying the public about the public hearing:

The 30-Day Public Notice is posted at various locations statewide and mailed to those on the mailing list pursuant to Nevada Revised Statute (NRS) 241.020.

c) Date(s) of public hearing(s): TBD

d) Hearing site(s): TBD

e) How the content of the plan was made available to the public in advance of the public hearing(s):

The public hearing agenda and exhibits, including the proposed Child Care State Plan, are published on the Division of Welfare and

Supportive Services' website, posted at various locations statewide, and mailed upon request.

f) **Attach** a brief summary of the public comment process as **Attachment 2.2**.

2.3 Public-Private Partnerships

Does the Lead Agency conduct or plan to conduct activities to encourage public-private partnerships that promote private-sector involvement in meeting child care needs?

☒ Yes. If yes, **describe** these activities or planned activities, including the results or expected results.

Process of re-establishing monthly and quarterly meetings of the Quality, Training, and Licensing Subcommittee and the Child Care Advisory Committee continue to provide an avenue for public-private partnerships in meeting child care needs.

Sponsorship of the Nevada Association for the Education of Young Children Early Childhood Conference.

Input is requested from public-private partnerships in areas of quality improvement. The most recent issue presented in October 2006 was a possible change in Nevada's career ladder.

The Child Care Resource and Referral agencies provide special community programs that promote quality such as:

- Continuity of care for children with special needs through the use of behavior specialist interns.
- City Parks and Recreation receipt of dollars to provide continuity of care for children
- Provision of CPR vouchers for Early Childhood providers.
- Use of contracted slots with recreation programs to stabilize funding and ensure availability of child care placements.
- The goal for 2010-2011 is to develop additional new relationships and enhance the existing partnerships between the public and private sectors. This will lead to increased

coordination of quality child care services for children and opportunities for full day, full year services to families.

- Provision of CPR vouchers for Early Childhood providers.

☐ No.

DRAFT

PART 3 CHILD CARE SERVICES OFFERED

3.1 Description of Child Care Services

3.1.1 Certificate Payment System. **Describe** the overall child care certificate process, including, at a minimum:

- a) a description of the form(s) of the certificate (§98.16(k)):

A computer generated certificate is issued to the parent after a child care eligibility worker has entered all of the required data. The certificate includes: the applicant's name; the time frame for which the certificate is valid; the subsidy percentage; the name and phone number of the applicant's case manager; the name and address of the provider chosen by the applicant; the child's name and date of birth; the approved daily rate; the daily full-time/part-time amount that will be reimbursed to the provider; the authorized child care schedule; reimbursement guidelines; and a place for the parent's signature

- b) a description of how the certificate permits parents to choose from a variety of child care settings by explaining how a parent moves from receipt of the certificate to choice of the provider; (658E(c)(2)(A)(iii), 658P(2), §98.2, §98.30(c)(4) & (e)(1) & (2))

Parents may choose any eligible provider. If the parent needs assistance in choosing a provider they may request assistance from child care staff that can provide a listing of available child care options to the parent. Once the parent has chosen an eligible provider, the provider's name and address are entered into the computer and the certificate is printed. At any time a parent chooses to change providers, and they will be provided with a new certificate for that eligible provider.

- c) if the Lead Agency is also providing child care services through grants and contracts, **estimate** the proportion of §98.50 services available through certificates versus grants/contracts (this may be expressed in terms of dollars, number of slots, or percentages of services), and **explain** how the Lead Agency ensures that parents offered child care services are given the option of receiving a child care certificate. (§98.30(a) & (b)).

There are contracts with local governmental and non-governmental agencies that operate before and after-school programs. Parents of children in such programs who want another type of child care are advised they may apply and if eligible will be issued a certificate for their choice of provider. Approximately 76% of all child care is processed through certificates and approximately 24% through contracts for slots.

- d) **Attach** a copy of your eligibility worker's manual, policy handbook, administrative rules or other printed guidelines for administering the child care subsidy program as **Attachment 3.1.1**.

Note: If these materials are available on the web, the Lead Agency may provide the appropriate Web site address in lieu of attaching hard copies to the Plan.

<http://dwss.nv.gov/>

3.1.2 In addition to offering certificates, does the Lead Agency also have grants or contracts for child care slots?

- ☒ Yes, and **describe** the type(s) of child care services available through the grant or contract, the process for accessing grants or contracts, and the range of providers that will be available through grants or contracts: (658A(b)(1), 658P(4), §§98.16(g)(1), 98.30(a)(1) & (b))

There are contracts with various city and county programs to provide before and after-school services to low income families. Additionally there are contracts with Head Start to provide wrap-around services for eligible families.

- ☐ No.

3.1.3 Are child care services provided through certificates, grants and/or contracts offered throughout the State/Territory? (658E(a), §98.16(g)(3))

- ☒ Yes.
- ☐ No, and **identify** the localities (political subdivisions) and services that are not offered:

3.1.4 The Lead Agency must allow for in-home care (i.e., care provided in the child's own home) but may limit its use. Does the Lead Agency limit the use of in-home care in any way?

☒ Yes, and the limits and the reasons for those limits are (§§98.16(g)(2), 98.30(e)(1)(iv)):

Payment for child care services to a provider who resides in the same residence as the child is not allowed unless the child is verified to have a special need as defined in the policy manual.

In addition, to ensure the providers who perform services in the child's home meet the minimum wage requirement, they must care for a minimum of two (2) subsidized children to be eligible for reimbursement.

☐ No.

3.2 Payment Rates for the Provision of Child Care

The statute at 658E(c)(4) and the regulations at §98.43(b)(1) require the Lead Agency to establish payment rates for child care services that ensure eligible children equal access to comparable care.

3.2.1 Provide a copy of your payment rates as **Attachment 3.2.1**. The attached payment rates were or will be effective as of: November 1, 2004.

3.2.2 Are the attached payment rates provided in Attachment 3.2.1 used in all parts of the State/Territory?

☒ Yes.

☐ No, and other payment rates and their effective date(s) are provided as **Attachment 3.2.3**.

3.2.3 Provide a summary of the facts relied on by the State to determine that the attached rates are sufficient to ensure equal access to comparable child care services provided to children whose parents are not eligible to receive child care assistance under the CCDF and other governmental programs. Include, at a minimum:

a) The month and year when the local market rate survey(s) was completed (§98.43(b)(2)): December 2008

b) A copy of the **Market Rate Survey instrument** and a **summary of the results** of the survey are provided as **Attachment 3.2.3**. At a minimum, this summary should include a description of the sample population, data source, the type of methodology used, response rate, description of analyses, and key findings.

At the direction of the Chief of the Child Care and Development program, Children's Cabinet (northern and rural Nevada) and UNLV Child Care and Development Program (southern Nevada), sent out questionnaires to all of the providers within their counties. Northern Nevada sent out a total of 426 surveys, to licensed providers, licensed family day homes and licensed group homes. They received 362 responses for return rate of 85%. Southern Nevada sent out 848 surveys to licensed providers, licensed family day home and before and after school programs. They received 752 responses for a return rate of 88%.

3.2.4 Does the Lead Agency use its **current** Market Rate Survey (a survey completed within the allowable time period –10/1/07 -9/30/09) to set payment rates?

☐ Yes.

☒ No.

3.2.5 At what percentile of the **current** Market Rate Survey is the State payment rate ceiling set?

Note: If you do not use your current Market Rate Survey to set your rate ceilings or your percentile(s) varies across categories of care (e.g., type of setting, region, or age of children), **describe** and provide the range of variation in relation to your current survey.

In 2004 the Division of Welfare and Supportive Services developed rates to ensure adequate compensation to child care providers and offered incentive to provide infant and toddler services, therefore Nevada's rates vary across the categories of care. However the statewide averages per category are:

Infant – 85%

Toddler – 74%

Pre-School – 74%

School Age – 73%

Our rates have not been adjusted since 2004. The 2004 Market Rate Survey was used to determine these rates. The rates are determined by:

County (Clark, Washoe, Carson/Douglas and Rural);
Provider type (licensed center, licensed group, licensed family home, informal care and before and after school unlicensed care);
and
Age (infant, toddler, preschool and school age)

3.2.6 Describe the relationship between the attached payment rates and the market rates observed in the current survey, including at a minimum how payment rates are adequate to ensure equal access to the full range of providers based on the results of the above noted local market rate survey: See above (§98.43(b))

3.2.7 Does the Lead Agency consider any additional facts to determine that its payment rates ensure equal access? (§98.43(d))

☒ Yes. If, yes, **describe**.

The rates are established based on four geographic regions and are further defined by provider type and child's age. This ensures the prevailing market rates for a particular geographic area are considered.

☐ No.

3.2.8 Does the State have any type of tiered reimbursement or differential rates?

☒ Yes. If yes, **describe**:

Nevada has approved and is implementing a 4 level Tiered Reimbursement system. Level 1 is the Licensed level. Level 4 is the Accredited level. Levels 2 and 3 are designed but not yet implemented due to lack of staff necessary to evaluate and monitor each provider's status.

☐ No.

3.2.9 Describe how the Lead Agency ensures that payment rates do not exceed the amount paid by the general public for the same service. (§98.43(a))

Using the bi-annual market rate survey as a basis for provider rates, DWSS ensures payment rates do not exceed the amount paid by the general public.

3.3 Eligibility Criteria for Child Care

3.3.1 Age Eligibility

a) Does the Lead Agency allow CCDF-funded child care for children above age 13 but below age 19 who are physically and/or mentally incapable of self-care? (658E(c)(3)(B), 658P(3), §98.20(a)(1)(ii))

☒ Yes. If yes, **define** physical and mental incapacity in Appendix 2, and **provide** the upper age limit

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☐ No.

b) Does the Lead Agency allow CCDF-funded child care for children above age 13 but below age 19 who are under court supervision? (658P(3), 658E(c)(3)(B), §98.20(a)(1)(ii))

☐ Yes, and the upper age is _____

☒ No.

3.3.2 Income Eligibility

Complete columns (a) and (b) in Table 3.3.2 below based upon initial entry into the CCDF program. Complete Columns (c) and (d) **ONLY IF** the Lead Agency is using income eligibility limits lower than 85% of the SMI.

Table 3.3.2 Income Eligibility

Family Size	(a) 100% of State Median Income (SMI) (\$/month)	(b) 85% of State Median Income (SMI) (\$/month) [Multiply (a) by 0.85]	IF APPLICABLE	
			Income Level if lower than 85% SMI	
			(c) \$/month	(d) % of SMI [Divide (d) by (a), multiply by 100]
1	\$2,864	\$2,434	\$2,148	75
2	\$3,745	\$3,183	\$2,809	75
3	\$4,627	\$3,933	\$3,470	75
4	\$5,508	\$4,682	\$4,131	75
5	\$6,389	\$5,431	\$4,792	75

Note: Table 3.3.2 should reflect maximum eligibility upon initial entry into the CCDF program.

a) Does the Lead Agency have “tiered eligibility” (i.e., a separate income limit for remaining eligible for the CCDF program)?

☐ Yes. If yes, **provide** the requested information from Table 3.3.2 and **describe**. **Note:** This information can be included in a separate table, or by placing a “/” between the entry and exit levels.

☒ No.

b) If the Lead Agency does not use the SMI from the most current year, **indicate** the year used: N/A

c) These eligibility limits in column (c) became or will become effective on:
October 1, 2008

d) How does the Lead Agency define “income” for the purposes of eligibility? **Provide** the Lead Agencies definition of “income” for purposes of eligibility determination. (§§98.16(g)(5), 98.20(b)).

Income is any type of payment which is a gain or benefit to a household.

e) Is any income deducted or excluded from total family income (e.g., work or medical expenses; child support paid to, or received from, other households; Supplemental Security Income (SSI) payments)?

- ☒ Yes. If yes, **describe** what type of income is deducted or excluded from total family income.

An Average Cost of Care Deduction is allowed when a parent/caretaker is caring for a relative child and receiving a TANF grant as a Non-needy Caretaker or Kinship Caretaker.

Deduction allowed for the total repayment of an overpayment/wage advance to the same entity issuing the ongoing check.

Deduction allowed for the fee amount collected by an authorized representative payee for Drug Addiction and Alcohol (DAA) Social Security Disability Income (SSDI).

Deduction allowed for child support payments a required household member is legally obligated to pay and is actually paying to or for an individual outside the childcare household.

Excluded Income:

Crime Victim's Compensation Payments

Earned Income Tax Credit (EITC)

Income Tax Refund

Educational Assistance and Work Study Income

Gift Certificates

Job Training and/or Training Allowances

Loans

Native and/or Indian Claims

Nutrition Programs

Radiation Exposure Compensation Act Payments

Relocation Assistance

Subsidized Housing Assistance

Supplemental Security Income (SSI)

Vendor Payments

Victims of Nazi Persecution Payments

Self-Sufficiency TANF Grant Payments

TANF Loan Program

☐ No.

f) **Describe** whose income is excluded for purposes of eligibility determination.

The income of a sibling age 18 or younger who is attending high school

The household income of foster parents licensed through the Foster Care Program

The household income for families who have children placed in their homes through a Child Protective Agency

3.3.3 Work/Job Training or Educational Program Eligibility

a) How does the Lead Agency define “working” for the purposes of eligibility? **Describe** the specific activities that are considered “working” for purposes of eligibility determination, including minimum number of hours. (§§98.16(f)(6), 98.20(b))

Employed – To be considered employed the member must receive monetary compensation for their services

Job Search – An activity that demonstrates an individual is actively seeking potential employment.

b) Does the Lead Agency provide CCDF child care assistance to parents who are attending job training or an educational program?

☒ Yes. If yes, how does the Lead Agency define “attending job training or educational program” for the purposes of eligibility? **Describe**, the specific activities that are considered “job training and/or educational program”, including minimum number of hours. (§§98.16(f)(3), 98.20(b))

Student Criteria:

Attend an accredited community college or university program;

Enrollment and attendance of six (6) or more credit semester hours is required

Training Criteria:

Attend a vocational school, GED preparation classes
and/or employment preparation classes;
Enrollment and attendance of twenty (20) hours per week
is required

☐ No.

3.3.4 Eligibility Based Upon Receiving or Needing to Receive Protective Services

a) Does the Lead Agency provide child care to children in protective services?
(§§98.16(f)(7), 98.20(a)(3)(ii)(A) & (B))

☒ Yes. If yes, **provide** a definition of “protective services” in Appendix 2.
Does the Lead Agency waive, on a case-by-case basis, the co-payment and
income eligibility requirements for cases in which children receive, or
need to receive, protective services? (658E(c)(3)(B), 658P(3)(C)(ii),
§98.20(a)(3)(ii)(A))

☐ Yes.

☒ No.

☐ No.

b) Does the Lead Agency provide CCDF-funded child care to children in foster
care whose foster care parents are not working, or who are not in
education/training activities? (§§98.20(a)(3)(ii), 98.16(f)(7))

☐ Yes. (**NOTE:** This means that for CCDF purposes the Lead Agency
considers these children to be in protective services.)

☒ No.

3.3.5 Additional Conditions for Determining CCDF Eligibility

Has the Lead Agency established any additional eligibility conditions for
determining CCDF eligibility? (658E(c)(3)(B), §98.16(g)(5), §98.20(b))

☐ Yes, and the additional eligibility conditions are: (Terms must be
defined in Appendix 2)

☒ No.

3.4 Priorities for Serving Children and Families

3.4.1 At a minimum, CCDF requires Lead Agencies to give priority for child care services to children with special needs, or in families with very low incomes. **Complete** Table 3.4.1 below regarding eligibility priority rules. For columns (a) through (c), **check** only one box if reply is “Yes”. Leave blank if “No”. **Complete** column (e) only if you check column (d).

Table 3.4.1 Priorities for Serving Children

	How does the Lead Agency prioritize the eligibility categories in Column 1?			CHECK ONLY IF APPLICABLE	
	CHECK ONLY ONE				
Eligibility Categories	(a) Priority over other CCDF-eligible families	(b) Same priority as other CCDF-eligible families	(c) Guaranteed subsidy eligibility	(d) Is there a time limit on the priority or guarantee?	(e) How long is time limit?
Children with special needs*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Children in families with very low incomes*	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Families receiving Temporary Assistance for Needy Families (TANF)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Families transitioning from TANF	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Families at risk of becoming dependent on TANF	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

* **Required**

3.4.2 Describe how the Lead Agency prioritizes service for the following CCDF-eligible children: (a) children with special needs, (b) children in families with very low incomes, and (c) other. Terms must be defined in Appendix 2. (658E(c)(3)(B))

(a) Children with Special Needs –

Families with special needs children who have income at or below 130% of Federal Poverty Level are given the second highest priority for receiving child care subsidies;

Families with special needs children who have income above 130% of the Federal Poverty Level and are below 75% of the State's median income are given the fourth highest priority for receiving child care subsidies

(b) Children in Families with very low income -

Families with very low income who are “at-risk” of needing TANF cash assistance with income at or below 130% of the Federal Poverty Level are given the 3rd highest priority for receiving child care subsidies.

(c) Other –

The highest priority for receiving child care subsidies are children whose families are pending or receiving TANF assistance. These families are considered “mandatory” and must be served.

The last priority for receiving child care subsidies are children whose families have income above 130% of the Federal Poverty Level but below 75% of the State's median income.

3.4.3 Describe how CCDF funds will be used to meet the needs of: (a) families receiving Temporary Assistance for Needy Families (TANF), (b) those attempting to transition off TANF through work activities, and (c) those at risk of becoming dependent on TANF. (658E(c)(2)(H), Section 418(b)(2) of the Social Security Act, §§98.50(e), 98.16(g)(4))

(a) Families receiving Temporary Assistance for Needy Families (TANF) –

Individuals applying for TANF cash assistance must participate in pre-eligibility work activities based upon a comprehensive assessment of the individual's work history, employment goals and barriers to obtaining and maintaining employment. These pre-eligibility work activities can include trainings, orientations, job readiness programs, job search or any other activity deemed necessary for the individual to obtain/maintain employment. While the individual is participating in a pre-eligibility work activity, the State will pay up to 100% of the state maximum for the household's child care needs as long as the household's countable income is at or below the poverty level.

If the individual begins receiving TANF cash assistance and participates in a TANF work-related activity through the New Employees of Nevada (NEON) program, the Division of Welfare and Supportive Services will pay up to 100% of the state maximum of the household's child care needs while the individual is participating in a work or training activity. This status is referred to as New Employees of Nevada (NEON).

(b) Families attempting to transition off TANF through work activities-

If the individual has transitioned off TANF and has purpose of care (i.e. working, training, educational classes, etc.) and the household's income is at or below 130% of the Federal Poverty Level, this household would be considered "at-risk" and would be the third highest priority (see 3.4.2)

(c) those at risk of becoming dependent on TANF –

If the household's income is above 130% of the Federal Poverty Level, but below the State's 75% median income, the household may receive subsidy benefits from the "discretionary" funding category and is considered the fifth highest priority (see 3.4.2).

3.4.4 Has the Lead Agency established additional priority rules that are not reflected in the table completed for Section 3.4.1? (658E(c)(3)(B), §98.16(g)(5), §98.20(b))

☐ Yes, and the additional priority rules are: **(Terms must be listed and defined in Appendix 2)**

☒ No.

3.4.5 Does the Lead Agency serve all eligible families that apply?

☐ Yes.

☒ No.

3.4.6 Does the Lead Agency have a waiting list of eligible families that they are unable to serve?

☒ Yes. If yes, **describe**. At a minimum, the description should indicate:

a) Whether the waiting list is maintained for all eligible families or for certain populations?

The waiting list is maintained for eligible families whose income is above 130% of Federal Poverty Level and below 75% of the State's median income.

b) Whether the waiting list is maintained for the entire State/Territory or for individual localities?

The waiting list is maintained for the entire state.

c) What methods are employed to keep the list current?

Families are encouraged to maintain contact with their local Child Care office and provide information regarding any changes in circumstances.

☐ No.

3.5 Sliding Fee Scale for Child Care Services

3.5.1 The statute and regulations require Lead Agencies to establish a sliding fee scale that varies based on income and the size of the family to be used in determining each family's contribution (co-payment) to the cost of child care (§98.42).

a) **Attach** the sliding fee scale as **Attachment 3.5.1**.

b) **Describe** how the sliding fee scale is administered, including how the family's contribution is determined and how the co-payment is assessed and collected:

The sliding fee scale is updated each year with an October 1st effective date. The maximum income limit is based on 75% of the State's median income. The funding category for families with income at or below 130% of Federal Poverty Level is At-Risk. The income range for each subsidy level starts at 100% of Federal Poverty Level (for the household size) ending at 75% of the State's median income, with subsidy amounts at 10% increments, starting at 20% through 90%. The co-payment is determined by the household size, and countable income. All co-payments are collected by the applicable provider.

c) The attached sliding fee scale was or will be effective as of October 1, 2008

d) Does the Lead Agency use other factors in addition to income and family size to determine each family's contribution to the cost of child care? (658E(c)(3)(B), §98.42(b))

☐ Yes, and **describe** those additional factors:

☒ No.

3.5.2 Is the sliding fee scale provided as Attachment 3.5.1 used in all parts of the State? (658E(c)(3)(B))

☒ Yes.

☐ No, and other scale(s) and their effective date(s) are provided as **Attachment 3.5.2.**

3.5.3 The Lead Agency may waive contributions from families whose incomes are at or below the poverty level for a family of the same size, (§98.42(c)), and the poverty level used by the Lead Agency for a family of 3 is:

\$ 1,467.00. (HHS 2008 Poverty Guidelines).

The Lead Agency must **select ONE** of these options:

- ☐ ALL families with income at or below the poverty level for a family of the same size ARE NOT required to pay a fee.
- ☐ ALL families, including those with incomes at or below the poverty level for families of the same size, ARE required to pay a fee.
- ☒ SOME families with income at or below the poverty level for a family of the same size ARE NOT required to pay a fee. **Describe** these families:

The following households may receive 100% subsidy:

- Families who are pending TANF cash assistance and participating in pre-eligibility work activities; or
- Families pending TANF cash assistance and at the time of TANF application they were unemployed but found employment during the TANF pending period; or
- Families who are receiving TANF cash assistance and participating in a TANF work-related activity through the New Employees of Nevada (NEON) program; or

- Foster parents, as long as all other eligibility requirements are met (i.e. purpose of care, etc.); or
- Child Protective Services (CPS) has placed the child in the household. If the caretaker is related by blood or marriage they are eligible for 100% subsidy a maximum of six (6) months to allow for application and approval as foster parents.

3.5.4 Does the Lead Agency allow providers to charge parents the difference between the maximum reimbursement rate and their private pay rate?

☒ Yes.

☐ No.

3.5.5 Describe how the co-payments required by the Lead Agency's sliding fee scale(s) are affordable: (§98.43(b)(3))

All families who participate in the child care subsidy program must make a minimum co-payment of 5%, unless they meet one of the exceptions listed in section 3.5.3.

A family's average co-payment is approximately 6.8%. (Source: Family Profile data from the December 2006 Federal 801 monthly report).

PART 4

PARENTAL RIGHTS AND RESPONSIBILITIES

4.1 Application Process / Parental Choice

4.1.1 Describe the process for a family to apply for and receive child care services (658D(b)(1)(A), 658E(c)(2)(D) & (3)(B), §98.16(k), 98.30(a) through (e)). At minimum, describe:

a) How parents are informed of the availability of child care services under CCDF (i.e., parental choice of child care services through a certificate or grant of contract)

Parents are informed of the availability of child care services in a variety of ways. The print media is used as well as television and radio.

b) How parents can apply for CCDF services

Applications for child care services can be made at any of the Welfare District offices, Child Care offices, or through the mail.

c) What documentation parents provide as part of their application to determine eligibility

Child care eligibility staff determine the eligibility for child care subsidy benefits based on proof of income, purpose of care, etc.

d) How parents who receive TANF benefits are informed about the exception to individual penalties as described in 4.4

Child care staff have a “Work Requirement Exception” form (2153-WC) that is completed, signed and sent by a child care eligibility worker to the Welfare eligibility worker when a single custodial parent cannot find appropriate child care that is within a reasonable distance and affordable. The Welfare eligibility worker will either concur and sign the work exception requirement or change the activity to accommodate the recipient.

e) What steps the Lead Agency has taken to reduce barriers to initial and continuing eligibility for child care subsidies

- In-person interviews are not required

- Initial and continuing eligibility can be processed through the mail so as to not interfere with employment, school, etc.
- Applications as well as numerous forms are provided in Spanish
- Consideration and waiver of special circumstances by the Chief of the Child Care & Development program is allowed

f) **Attach** a copy of your parent application for the child care subsidy program as **Attachment 4.1.1.**

4.1.2 Is the application process different for families receiving TANF?

- ☒ Yes, and **describe** how the process is different:

If an applicant is being served under TANF criteria and participating in the NEON program and a new child care referral is provided, they are not required to submit a new application if it is verified there has been no break in their TANF assistance since the previous child care referral was issued.

- ☐ No.

4.1.3 What is the length of eligibility period upon initial authorization of CCDF services?

All child care eligibility determinations are not to exceed six (6) months.

a) Is the initial authorization for eligibility the same for all CCDF eligible families?

- ☐ Yes.

- ☒ No and **describe** any variations that relate to the services provided (e.g., through collaborations with Head Start or pre-kindergarten programs or differences for TANF families):

- For TANF families participating in the New Employees of Nevada program (NEON) authorization cannot exceed 90 days for each referral.

- If the only eligible child will be turning 13 (or 19 if verified to have a special need), authorization cannot exceed the day they turn 13 (or 19 if verified to have a special need).
- For any household whose purpose of care is student or training, authorization cannot exceed the day of the semester or training period
- If the household indicates there is a change affecting eligibility that is anticipated to occur before the end of the six month period.

4.1.4 Describe how the Lead Agency ensures that parents are informed about their ability to choose from among family child care and group home child care, center-based care and in-home care, including faith-based providers in each of these categories.

Child Care and Development Program and the Children's Cabinet maintain resource and referral capabilities to provide parents with a full range of child care options, including faith based programs.

4.1.5 Describe how the Lead Agency reaches out and provides services to eligible families with limited English proficiency, including how the Lead Agency overcomes language barriers with families and providers.

- **Child Development Associate classes are offered in Spanish.**
- **All child care materials, i.e., informational pamphlets, applications, etc. are printed in Spanish.**
- **Interviews and articles are submitted to a local Spanish language newspaper, "Ahora", interviews on the local Spanish language radio station, Radio Tri-Color.**
- **Identified local businesses are sent newsletters, brochures and other literature regarding subsidy, quality child care, finding child care, parenting tips etc. written in Spanish and free to the public.**
- **Efforts to reduce barriers include Spanish speaking employees, contracted translation services, (for all languages), all program paperwork available in Spanish, and registration of Spanish speaking child care providers**

4.2 Records of Parental Complaints

Describe how the Lead Agency maintains a record of substantiated parental complaints about providers and makes substantiated parental complaints available to the public on request. (658E(c)(2)(C), §98.32))

The Lead Agency or contract agency records the complaint on a complaint form and forwards it to the appropriate regulatory agency within twenty-four (24) hours after receipt.

A copy of the substantiated complaint and its subsequent resolution is available to the public upon request through the regulatory agency.

4.3 Unlimited Access to Children in Child Care Settings

Provide a detailed description of the Lead Agency procedures for affording parents unlimited access to their children whenever their children are in the care of a provider who receives CCDF funds. (658E(c)(2)(B), §98.31))

All providers are initially notified that parents are to be afforded unrestricted access to their children whenever their children are in the care of the provider. Upon receipt of information that a particular provider is not following this policy, the provider is notified that they must either allow the parent(s) immediate and unlimited access or they will be dropped from the program pursuant to Nevada Administrative Code (NAC) 432A.350(i).

4.4 Criteria or Definitions Applied by TANF Agency to Determine Inability to Obtain Child Care

The regulations at §98.33(b) require the Lead Agency to inform parents who receive TANF benefits about the exception to the individual penalties associated with the work requirement for any single custodial parent who has a demonstrated inability to obtain needed child care for a child under 6 years of age.

In fulfilling this requirement, the following criteria or definitions are applied by the TANF agency to determine whether the parent has a demonstrated inability to obtain needed child care:

The Division of Welfare and Supportive Services administers both TANF and Child Care programs. TANF and child care staff are co-located in each Welfare District office. Child care staff have a “Work Requirement Exception” form (2153-WC) that is completed, signed and sent by a child care eligibility worker to the Welfare eligibility worker when a single custodial parent cannot find appropriate child care that is within a reasonable distance and affordable. (Refer to attachment 4.4.)

NOTE: The TANF agency, not the Child Care Lead Agency, is responsible for establishing the following criteria or definitions. These criteria or definitions are offered in this Plan as a matter of public record. The TANF agency that established these criteria or definitions is: The Division of Welfare and Supportive Services

- "appropriate child care":

Child care chosen by the parent that offers developmentally appropriate practices that meet the needs of that parent and child.

- "reasonable distance":

A parent should not have to travel more than 60 minutes to drop-off or pick-up their child from the child care provider's location.

- "unsuitability of informal child care":

Informal child care is unsuitable if it is not provided legally, or does not meet basic health and safety standards as outlined in the State Child Care Plan.

Informal child care is unsuitable if circumstances exist that may cause possible abuse, neglect or harm to children as outlined in county ordinances and/or state statutes.

Informal child care is unsuitable if: the arrangements do not support the working schedule of a parent; are not affordable; not easily accessible; or do not meet quality standards as defined by the parent.

- "affordable child care arrangements":

Affordable child care is child care that does not exceed 10% of the parent's gross income.

PART 5

ACTIVITIES & SERVICES TO IMPROVE THE QUALITY AND AVAILABILITY OF CHILD CARE

5.1 Quality Targeted Funds and Set-Asides

Federal appropriations law has targeted portions of the CCDF for quality improvement and for services for infants and toddlers, child care resource and referral (CCR&R) and school-age child care. For each targeted fund, provide the following information.

5.1.1 Infants and Toddlers:

Note: For the infant and toddler targeted funds, the Lead Agency must **provide** the maximum age of a child who may be served with such targeted funds (not to exceed 36 months).

a) **Describe** the activities provided with these targeted funds

Provide speech consultation, screenings, assessments, training, and transition services to parents, child care centers, Early Head Start centers, and others of developmentally delayed infants and toddlers.

Child Find presentations to child care centers, Early Head Start Centers and others to include underserved areas or populations in rural NV to inform about services provided by NEIS.

Train child care providers to include children with special needs.

Develop site-specific quality improvement plans for 10 sites. Assist sites in obtaining needed materials and equipment to improve the quality of their child care programs. Place 10 Part C eligible children in child care settings to receive their early intervention services.

Provide a resource library for child care providers in Southern NV that includes developmental books, activity books, toys, and children's books specific to the care and education of infants and toddlers.

T.E.A.C.H. Early Childhood® Nevada is a comprehensive scholarship program designed to assist child care providers in obtaining an associates degree in early childhood with a specialization in infant/toddler care and education.

Provide Early Head Start wrap-around services.

Provide mini-grants for the improvement of infant/toddler environments and expansion of infant/toddler slots in licensed child care settings.

b) **Identify** the entities providing the activities

Nevada Early Intervention Services (NEIS)-Rural Services
(State Agency)

Nevada Early Intervention Services (State Agency)

NV Office of Early Care and Education (State Agency)

NevAEYC (Non-Profit Community Agency)

UNLV Child Care and Development Program/Children's
Cabinet (Child Care Resource and Referral)

c) **Describe** the expected results of the activities.

To be provided

5.1.2 Resource and Referral Services:

a) **Describe** the activities provided with these targeted funds

Assist families by providing referrals to licensed child care providers that best meet the needs of the family and provide comprehensive consumer education on quality child care so parents can make informed child care choices.

b) **Identify** the entities providing the activities

UNLV Child Care and Development Program/Children's Cabinet
(Child Care Resource and Referral)

- c) **Describe** the expected results of the activities.

5.1.3 School-Age Child Care:

- a) **Describe** the activities provided with these targeted funds

City of Reno Parks and Recreation program operates inclusive after school child care settings and receives funding to provide behavior management assistance and staff training on issues related to special needs children. The goal of the program is to support the continuity of care for school age children, prevent expulsion from after school programs and increase the knowledge and skill of staff.

Resources and information for school age child care are distributed through quarterly newsletters to parents and providers and through monthly child care "Tip Sheets" to providers. In addition, identified businesses throughout the state receive regular supplies of quality child care publications, brochures on services and newsletters which are made available to the public.

Through the accreditation facilitation project, the City of Reno Parks and Recreation programs are in the process of accreditation through the National After-School Association (NAA).

- b) **Identify** the entities providing the activities

Children's Cabinet (Child Care Resource and Referral)

Office of Early Care and Education (State Agency)

- c) **Describe** the expected results of the activities.
To be provided

5.1.4 The law requires that not less than 4% of the CCDF be set aside for quality activities. (658E(c)(3)(B), 658G, §§98.13(a), 98.16(h), 98.51) The Lead Agency estimates that the following amount and percentage will be used for the quality activities (not including targeted funds) during the 1-year period: October 1, 2009 through September 30, 2010:

\$2,333,492.00 (6 %)

5.1.5 Check each activity in Table 5.1.5 that the Lead Agency will undertake to improve the availability and quality of child care (include activities funded through the 4% quality set-aside as well as the targeted funds for quality activities). (658D(b)(1)(D), 658E(c)(3)(B), §§98.13(a), 98.16(h)). **CHECK ALL THAT APPLY.**

Table 5.1.5 Activities to Improve the Availability and Quality of Child Care

Activity	Check if undertaking/ will undertake	Name and type of entity providing activity	Check if non-governmental entity
Comprehensive consumer education	<input checked="" type="checkbox"/>	Children's Cabinet Child Care and Development Program	<input checked="" type="checkbox"/> <input type="checkbox"/>
Grants or loans to providers to assist in meeting State and local standards	<input checked="" type="checkbox"/>	Children's Cabinet	<input checked="" type="checkbox"/>
Monitoring compliance with licensing and regulatory requirements	<input checked="" type="checkbox"/>	Bureau of Services for Child Care Licensing	<input type="checkbox"/>
Professional development, including training, education, and technical assistance	<input checked="" type="checkbox"/>	Office of Early Care and Education Child Care and Development Program Children's Cabinet	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
Improving salaries and other compensation for child care providers	<input checked="" type="checkbox"/>	Washoe County School District NevAEYC	<input type="checkbox"/> <input checked="" type="checkbox"/>

PLAN FOR CCDF SERVICES IN: **NEVADA**
FOR THE PERIOD 10/1/09 – 9/30/11

Activity	Check if undertaking/ will undertake	Name and type of entity providing activity	Check if non-governmental entity
Activities to support a Quality Rating System	<input type="checkbox"/>		<input type="checkbox"/>
Activities in support of early language, literacy, pre-reading, and early math concepts development	<input checked="" type="checkbox"/>	Washoe County School District	<input type="checkbox"/>
Activities to promote inclusive child care	<input checked="" type="checkbox"/>	Office of Early Care and Education	<input checked="" type="checkbox"/>
Healthy Child Care America and other health activities including those designed to promote the social and emotional development of children	<input checked="" type="checkbox"/>	Office of Early Care and Education	<input type="checkbox"/>
		Child Care and Development Program	<input type="checkbox"/>
		Health Division	<input type="checkbox"/>
		Division of Child & Family Services	<input type="checkbox"/>
		Children's Cabinet	<input checked="" type="checkbox"/>
Other quality activities that increase parental choice, and improve the quality and availability of child care. (§98.51(a)(1) and (2))	<input type="checkbox"/>	Office of Early Care and Education	<input type="checkbox"/>
		Child Care and Development Program	<input type="checkbox"/>
		Children's Cabinet	<input checked="" type="checkbox"/>

5.1.6 For each activity checked in Table 5.1.5, a) **describe** the expected results of the activity. b) If you have conducted an evaluation of this activity, **describe the results**. If you have not conducted an evaluation, **describe** how you will evaluate the activities.

The expected results of all activities are to work towards the achievement of the goals established by the Office of Early Care and Education. The five goals are:

1. Improve and maintain the quality and quantity of early care and education programs and services.

2. Increase the skills, education levels, and professionalism in the field.
3. Increase the compensation, wages, benefits, and working conditions for early childhood professionals through public awareness, policy, and funding efforts.
4. Increase parent's/guardians knowledge and ability to understand the importance of early care and education to be involved in their children's learning, and to make informed child care choices.
5. Improve the quality of early care and education programs and services, by providing services for identified children with special needs.

As part of an evaluation of all activities, indicators have been developed to assess of the implementation of programs. Data is currently being collected and the first report is expected to be available by October 2007.

A sample of indicators include: number of trainings provided; results of satisfaction survey for trainings; number of participant completing programs resulting in a certificate or degree; report of increase in salary; number of initial child care licenses and renewals; number of Part C eligible children placed in child care; number of centers or home-based providers achieving accreditation; number of scholarships granted; and increases in literacy skills as demonstrated by standardized measures.

5.2 Early Learning Guidelines and Professional Development Plans

5.2.1 Status of Voluntary Early Learning Guidelines. Indicate which of the following best describes the current status of the State's efforts to develop, implement, or revise research-based early learning guidelines (content standards) for three-to-five year-olds.

NOTE: Check only one box that best describes the status of your State/Territory's three-to-five-year-old guidelines.

- ☐ **Planning.** The State is planning for the development of early learning guidelines. Expected date of plan completion: ____ If possible, respond to questions 5.2.2 through 5.2.4.
- ☐ **Developing.** The State is in the process of developing early learning guidelines. Expected date of completion: ____ If possible, respond to questions 5.2.2 through 5.2.4.

- ☐ **Developed.** The State has approved the early learning guidelines, but has not yet developed or initiated an implementation plan. The early learning guidelines are included as **Attachment 5.2.1, if available.**
- ☒ **Implementing.** In addition to having developed early learning guidelines, the State has embarked on implementation efforts which may include dissemination, training or embedding guidelines in the professional development system. The guidelines are included as **Attachment 5.2.1.**
- ☐ **Revising.** The State has previously developed early learning guidelines and is now revising those guidelines. The guidelines are included as **Attachment 5.2.1.**
- ☐ **Other. Describe:**

a) **Describe** the progress made by the State/Territory in developing, implementing, or revising early learning guidelines for early learning since the date of submission of the 2008-2009 State Plan. Efforts to develop early learning guidelines for children birth to three or older than five may be described here.

Guidebooks for teachers and families on the Math section of the Pre-K Standards have been printed and distributed. Training for trainers has been offered throughout the state on the Math section. Guidebooks for the Social-Emotional and Music sections are scheduled to be completed by July, 2007 with the remaining sections to be completed thereafter.

b) If developed, are the guidelines aligned with K-12 content standards or other standards (e.g., Head Start Child Outcomes, State Performance Standards)?

☐ Yes. If yes, **identify standards:**

Aligned with K-12 content standards and the Head Start Child Outcomes.

☐ No.

c) If developed, are the guidelines aligned with early childhood curricula?

☐ Yes. If yes, **describe:**

☒ No.

d) Have guidelines been developed for children in the following age groups:

- ☐ Birth to three. Guidelines are included as **Attachment 5.2.1**
☐ Birth to five. Guidelines are included as **Attachment 5.2.1**
☐ Five years or older. Guidelines are included as **Attachment 5.2.1**

If any of your guidelines are available on the web, provide the appropriate Web site address (guidelines must still be attached to Plan):

<http://dwss.nv.gov/>

5.2.2 Domains of Voluntary Early Learning Guidelines. Do the guidelines for three-to-five-year-olds address language, literacy, pre-reading, and early math concepts?

☒ Yes.

☐ No.

a) Do the guidelines for children three-to-five-year-olds address other domains such as social/emotional, cognitive, physical, health, or creative arts?

☒ Yes. If yes, **describe**.

The areas included in the NV Pre-K Standards are:

- Language/Literacy
- Physical Development
- Creative Arts
- Science
- Math
- Social Emotional/Social Studies

☐ No.

5.2.3 Implementation of Voluntary Early Learning Guidelines.

a) **Indicate** which strategies the State used, or expects to use, in implementing its early learning guidelines.

Check all that apply:

- ☒ Disseminating materials to practitioners and families
☒ Developing training curricula
☒ Partnering with other training entities to deliver training

- ☐ Aligning early learning guidelines with licensing, core competencies, and/or quality rating systems
☐ Other. **Describe:**

b) **Indicate** which stakeholders are, or are expected to, actively support(ing) the implementation of early learning guidelines:

Check all that apply:

- ☒ Publicly funded (or subsidized) child care
☒ Head Start
☒ Education/Public pre-k
☒ Early Intervention
☒ Child Care Resource and Referral
☒ Higher Education
☐ Parent Associations
☐ Other. **Describe:**

c) **Indicate** the programs that mandate or require the use of early learning guidelines

- ☐ Publicly funded (or subsidized) child care
☐ Head Start
☒ Education/Public pre-k
☐ Early Intervention
☐ Child Care Resource and Referral
☐ Higher Education
☐ Parent Associations
☐ Other. **Describe:**

d) **Describe** how cultural, linguistic and individual variations are (or will be) acknowledged in implementation.

As part of the training for trainers, an introduction is given that includes information on inclusion and diversity in early childhood education as well as involving and working with diverse families. The Guiding Principles in the development of the standards:

1. Children are active learners
2. Development and learning are interrelated
3. Growth and learning are sequential
4. Each child is an individual learner
5. Development and learning are embedded in culture
6. Family involvement is necessary
7. Children's learning can be clarified, enriched, and extended.

(Guiding principles taken from, with permission: *Pre-K Standards: Guidelines for Teaching and Learning* CTB/McGraw Hill LLC.)

e) Describe how the diversity of child care settings is (or will be) acknowledged in implementation.

The training for trainers institute is offered to trainers that come from a variety of settings including the for profit and non profit child care centers, Pre-K programs located in school districts, Head Start programs, and home providers. Additional in-service training will be provided to high school teachers who teach Child Development I and II in Las Vegas. They will then be able to teach students who will go on to work in a variety of early childhood settings.

Materials developed to support implementation of the guidelines are included as **Attachment 5.2.3**. If these are available on the web, provide the appropriate Web site address (guidelines must still be attached to Plan):

<http://dwss.nv.gov/>

5.2.4 Assessment of Voluntary Early Learning Guidelines. As applicable, **describe** the State's plan for:

Through the Office of Early Care and Education Outcomes Project, indicators have been developed to assess the implementation of the pre-k standards and accompanying guidebooks. That data is currently being collected. Assessment of children that is aligned with the pre-k standards is in the initial stage of development, but will be addressed after the completion of the birth to three standards.

- a) Validating the content of the early learning guidelines
- b) Assessing the effectiveness and/or implementation of the guidelines
- c) Assessing the progress of children using measures aligned with the guidelines
- d) Aligning the guidelines with accountability initiatives

Written reports of these efforts are included as **Attachment 5.2.4**. If these are available on the web, **provide** the appropriate Web site address (reports must still be attached to Plan):

No written reports available at this time This project is in the early stage of measuring implementation progress of all programs funded by CCDF set aside for quality activities.

5.2.5 Plans for Professional Development. Indicate which of the following best describes the current status of the Lead Agency's efforts to develop a professional development plan for early childhood providers that includes all the primary sectors: child care, Head Start, and public education. **NOTE: Check ONLY ONE box that best describes the status of your State's professional development plan.**

- ☐ **Planning.** Are steps underway to develop a plan?
- ☐ Yes, and **describe** the entities involved in the planning process, the time frames for completion and/or implementation, the steps anticipated, and how the plan is expected to support early language, literacy, pre-reading and early math concepts.
- ☐ No.
- ☐ **Developing.** A plan is being drafted. The draft or planning documents are included as **Attachment 5.2.5**, if applicable.
- ☐ **Developed.** A plan has been written but has not yet been implemented. The plan is included as **Attachment 5.2.5**, if applicable.
- ☒ **Implementing.** A plan has been written and is now in the process of being implemented, or has been implemented. The plan is included as **Attachment 5.2.5**.
- ☐ **Revising.** The State previously developed a professional development plan and is now revising that plan, or has revised it since submitting the 08-09 State Plan. The revisions or the revised plan are included as **Attachment 5.2.5**.
- ☐ **Other. Describe:**

a) Describe the progress made by the State in planning, developing, implementing, or revising the professional development plan since the date of submission of the 2008-2009 State Plan.

Nevada's Professional Development Plan has been revised and is currently being implemented.

b) If developed, does the plan include (**Check EITHER yes or no for each item**):

	Yes	No
Specific goals or desired outcomes	<input type="checkbox"/>	<input checked="" type="checkbox"/>
A link to Early Learning Guidelines	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Continuum of training and education to form a career path	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Articulation from one type of training to the next	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Quality assurance through approval of trainers	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Quality assurance through approval of training content	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A system to track practitioners' training	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Assessment or evaluation of training effectiveness	<input checked="" type="checkbox"/>	<input type="checkbox"/>
State Credentials – Please state for which roles (e.g. infant and toddler credential, directors' credential, etc.)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Specialized strategies to reach family, friend and neighbor caregivers	<input type="checkbox"/>	<input checked="" type="checkbox"/>

c) For each **Yes** response, **reference** the page(s) in the plan and briefly **describe**.

Nevada's Professional Development Plan includes:

- A link to the Pre-K Standards (pg 6) to professional development through the development of core competencies (pg 5). Nevada's core competencies are now completed and linked to the revised Core Knowledge areas.
- A continuum of training and education to form a career path (pg 6) through the use of the career lattice and The Nevada Registry.
- Quality assurance through the approval of trainers is a future activity being currently developed by The Nevada Registry. Criteria for trainers and implementation of this process are expected to be piloted by 2009 (pg 8).
- Guidelines for quality assurance through the approval of training for content have been established and are in use by The Nevada Registry (pg 8).
- A voluntary system to track practitioners' training is in place through The Nevada Registry (pg 6).

- Assessment or a standardized evaluation of training will be developed in conjunction with criteria for trainers (see above) (pg 8).

d) For each **No** response, **indicate** any plans the Lead Agency has to incorporate these components.

- Nevada's Professional Development Plan includes current activities and future plans, but does not have goals for participants. While a few outcomes have been developed to measure the knowledge gain or progress of practitioners, most outcomes developed measure the implementation progress of programs. As the outcomes project continues to collect data, additional outcomes will be developed to measure the effectiveness of the plan and programs funded by CCDF set-aside for quality activities.
- The plan does address articulation between community colleges (pg 8), but does not address articulation between training (informal to formal education.)
- While there are training and grant opportunities offered for family, friend, and neighbor caregivers, the plan does not specifically address this group. The plan is based on a five-year period and if needed, they will be included when the plan is revised by 2011.

e) Are the professional development opportunities described in the plan available:

Note: Check either yes or no for each item):

	Yes	No
Statewide	<input checked="" type="checkbox"/>	<input type="checkbox"/>
To Center-based Child Care Providers	<input checked="" type="checkbox"/>	<input type="checkbox"/>
To Group Home Providers	<input checked="" type="checkbox"/>	<input type="checkbox"/>
To Family Home Providers	<input checked="" type="checkbox"/>	<input type="checkbox"/>
To In-Home Providers	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other (describe):	<input type="checkbox"/>	<input type="checkbox"/>

f) **Describe** how the plan addresses early language, literacy, pre-reading, and early math concepts development.

A link to the Pre-K Standards to professional development through the development of core competencies (pg 5). Nevada's core competencies are now completed and linked to the revised Core Knowledge areas.

g) Are program or provider-level incentives offered to encourage provider training and education?

- ☒ Yes. **Describe**, including any connections between the incentives and training relating to early language, literacy, pre-reading and early math concepts.

Incentives are offered as part of the Child Care Apprenticeship Program and the T.E.A.C.H. Early Childhood Nevada Program for providers interested in increasing their formal education. Stipends are also provided to trainers that attend the Pre-K Standards training institute and then provide three community trainings.

- ☐ No. **Describe** any plans to offer incentives to encourage provider training and education, including any connections between the incentives and training relating to early language, literacy, pre-reading and early math concepts?

h) As applicable, does the State assess the effectiveness of its professional development plan, including the achievement of any specified goals or desired outcomes?

- ☐ Yes. **Describe** how the professional development plan's effectiveness/goal is assessed.
- ☒ No. **Describe** any plans to include assessments of the professional development plan's effectiveness/goal achievement.

Nevada's professional development plan was revised July 2006. It is too early to assess the effectiveness of the current plan. Assessment will be included in the revision of the plan in 2011.

A committee from Nevada will be attending a pre-conference session at the NAEYC Professional

Development Conference to discuss and evaluate the effectiveness of Nevada's professional development plan. The committee is comprised from the following agencies: the Office of Early Care and Education, the Head Start State Collaboration Office, Truckee Meadows Community College, the Nevada Registry, the Nevada Child Care Apprenticeship Program, the University of Nevada Las Vegas, and the Nevada Association of the Education of Young Children.

i) Does the State assess the effectiveness of specific professional development initiatives or components?

☒ Yes. **Describe** how specific professional development initiatives or components' effectiveness is assessed.

Through the Office of Early Care and Education outcomes have been developed to measure the implementation of programs and in the future will measure the effectiveness of the specific initiatives.

☐ No. **Describe** any plans to include assessments of specific professional development initiatives or components' effectiveness.

j) As applicable, does (or will) the State use assessment to help shape or revise its professional development plan?

☐ Yes. **Describe** how assessment informs the professional development plan.

Nevada's Professional Development Plan was revised July 2006. It is too early to assess the effectiveness of the current plan. Assessment from the Office of Early Care and Education Outcomes Project, the ECCS Outcomes, and others will be included in the revision of the plan in 2011.

☐ No. **Describe** any plans to include assessment to inform the professional development plan.

PART 6

HEALTH AND SAFETY REQUIREMENTS FOR PROVIDERS

(Only the 50 States and the District of Columbia complete Part 6.)

The National Resource Center for Health and Safety in Child Care (NRCHSCC) of DHHS's Maternal and Child Health Bureau supports a comprehensive, current, on-line listing of the licensing and regulatory requirements for child care in the 50 States and the District of Columbia. **Note: This database typically contains information on licensing requirements for meeting State or local law to operate (§98.40). This database does not contain registration or certification requirements specific only to participation in the CCDF program.**

In lieu of requiring a State Lead Agency to provide information that is already publicly available, ACF accepts this compilation as accurately reflecting the States' licensing requirements.

The listing, which is maintained by the University of Colorado Health Sciences Center School of Nursing, is available on the World Wide Web at: <http://nrc.uchsc.edu/>.

CCDF regulations (§98.2) define the following categories of care:

- **Center-based child care provider:** Provider licensed or otherwise authorized to provide child care services for fewer than 24 hours per day per child in a non-residential setting, unless care in excess of 24 hours is due to the nature of the parent(s)' work.
- **Group home child care provider:** Two or more individuals who provide child care services for fewer than 24 hours per day per child, in a private residence other than the child's residence, unless care in excess of 24 hours is due to the nature of the parent(s)' work.
- **Family child care provider:** One individual who provides child care services for fewer than 24 hours per day per child, as the sole caregiver, in a private residence other than the child's residence, unless care in excess of 24 hours is due to the nature of the parent(s)'s work.
- **In-home child care provider:** Individual who provides child care services in the child's own home.

6.1 Health and Safety Requirements for Center-Based Providers (658E(c)(2)(F), §98.41, §98.16(j))

- 6.1.1 Are all center-based providers paid with CCDF funds subject to licensing under State law per the NRCHSCC's compilation? **Note:** Some States use the term certification or registration to refer to their licensing regulatory process. Do not check "Yes" if center-based providers simply must *register* or *be certified* to participate in the CCDF program separate from the State regulatory requirements.

- ☐ Yes. Answer 6.1.2, skip 6.1.3, and go to 6.2.
- ☒ No. **Describe** which center-based providers are exempt from licensing under State law and answer 6.1.2 and 6.1.3.

The only center-based care not licensed in Nevada is the before and after-school care provided by the local city and county governments, such as the Boy's and Girl's Clubs and the YMCA.

- 6.1.2 Have center licensing requirements as relates to staff-child ratios, group size, or staff training been modified since approval of the last State Plan? (§98.41(a)(2)&(3))

- ☐ Yes, and the changes are as follows:
- ☒ No.

- 6.1.3 For center-based care that is NOT licensed, and therefore not reflected in NRCHSCC's compilation, the following health and safety requirements apply to child care services provided under the CCDF for:

a) The prevention and control of infectious disease (including age-appropriate immunizations)

The only center-based care not licensed in Nevada is the before and after-school care provided by the local city and county governments and the Boy's and Girl's Clubs. The before and after-school services provided by the local city and county governments are provided in school buildings and all participants are school children. Therefore, they are all immunized and their records are kept in their local school district. The Boy's and Girl's Clubs check immunizations once a year when they check income eligibility.

b) Building and physical premises safety

The local city and county before and after-school programs are operated in school buildings and therefore are subject to building and physical premises safety for school buildings, which is in state law. The Boy's and Girl's Clubs facilities must meet all code requirements established by the jurisdiction they are in

c) Health and safety training

All before and after-school staff receive First Aid and CPR training as well as information on infectious diseases. In addition, the before and after-school programs work with the school nurses to enhance health and safety training.

d) Other requirements for center-based child care services provided under the CCDF

6.2 Health and Safety Requirements for Group Home Child Care Providers
(658E(c)(2)(F), §§98.41, 98.16(j))

6.2.1 Are all group home providers paid with CCDF funds subject to licensing under State law that is indicated in the NRCHSCC's compilation? **Note:** Some States use the term certification or registration to refer to their licensing regulatory process. Do not check "Yes" if group home child care providers simply must *register* or *be certified* to participate in the CCDF program separate from the State regulatory requirements.

☒ Yes. Answer 6.2.2, skip 6.2.3, and go to 6.3.

☐ No. **Describe** which group home providers are exempt from licensing under State law and answer 6.2.2 and 6.2.3.

☐ N/A. Group home child care is not a category of care in this State. Skip to Question 6.3.1

6.2.2 Have group home licensing requirements that relate to staff-child ratios, group size, or staff training been modified since the approval of the last State Plan? (§98.41(a)(2) & (3))

☐ Yes, and the changes are as follows:

☒ No.

6.2.3 For group home care that is NOT licensed, and therefore not reflected in NRCHSCC's compilation, the following health and safety requirements apply to child care services provided under the CCDF for:

- a) The prevention and control of infectious disease (including age-appropriate immunizations)
- b) Building and physical premises safety
- c) Health and safety training
- d) Other requirements for center-based child care services provided under the CCDF

6.3 Health and Safety Requirements for Family Child Care Providers (658E(c)(2)(F), §§98.41, 98.16(j))

6.3.1 Are all family child care providers paid with CCDF funds subject to licensing under State law that is indicated in the NRCHSCC's compilation? **Note:** Some States use the term certification or registration to refer to their licensing regulatory process. Do not check "Yes" if family child care providers simply must *register* or *be certified* to participate in the CCDF program separate from the State regulatory requirements.

- ☐ Yes. Answer 6.3.2, skip 6.3.3, and go to 6.4.
- ☒ No. **Describe** which family child care providers are exempt from licensing under State law and answer 6.3.2 and 6.3.3.

Kith and Kin providers who register with the contractors.

6.3.2 Have family child care provider requirements that relate to staff-child ratios, group size, or staff training been modified since the approval of the last State Plan? (§98.41(a)(2) & (3))

- ☐ Yes, and the changes are as follows:
- ☒ No.

6.3.3 For family care that is NOT licensed, and therefore not reflected in NRCHSCC's compilation, the following health and safety requirements apply to child care services provided under the CCDF for:

a) The prevention and control of infectious disease (including age-appropriate immunizations)

The prevention and control of infectious disease is satisfied through regular workshops available to all childcare providers or self-guided training modules. All unlicensed providers must meet this requirement. A copy of the child's immunization record is kept on file with the provider for children under the age of five (5). School age children's immunization records are on file with their local school.

b) Building and physical premises safety

Information is made available through the contractors and/or state staff to the providers concerning building and physical premises safety. In addition, the contractor and/or state quality assurance staff completes a home visit within 45 days of the provider's registration to check for health and safety concerns. Follow up visits are completed every six (6) months.

c) Health and safety training

Each contractor and/or state staff provides the equivalent of 3 hours of health and safety training for non-licensed family care providers through the use of materials. In addition, the video training series is currently available, which includes health and safety.

Additionally, through Nevada's Community Integrated Service System (C.I.S.S.) there are trained consultants who work with child care providers to improve health practices in child care. Nevada also has mental health consultants who work with child care providers who are having problems with children with behavioral or emotional difficulties.

d) Other requirements for center-based child care services provided under the CCDF

6.4 Health and Safety Requirements for In-Home Child Care Providers (658E(c)(2)(F), §§98.41, 98.16(j))

Note: Before responding to Question 6.4.1, **check** the NRCHSCC's compilation of licensing requirements to verify if **in-home child care** as defined by CCDF and your State is covered. If not, **check** no for 6.4.1. Do not check "Yes" if in-home child care providers simply must *register* or *be certified* to participate in the CCDF program separate from the State regulatory requirements.

6.4.1 Are all in-home child care providers paid with CCDF funds subject to licensing under the State law reflected in the NRCHSCC's compilation?

☐ Yes. Answer 6.4.2, skip 6.4.3, and go to 6.5.

☒ No. **Describe** which in-home child care providers are exempt from licensing under State law and answer 6.4.2 and 6.4.3.

In home providers who care for four (4) children or less are not required to be licensed.

6.4.2 Have in-home health and safety requirements that relate to staff-child ratios, group size, or training been modified since the approval of the last State Plan? (§98.41(a)(2) & (3))

☐ Yes, and the changes are as follows:

☒ No.

6.4.3 For in-home care that is NOT licensed, and therefore not reflected in NRCHSCC's compilation, the following health and safety requirements apply to child care services provided under the CCDF for:

a) The prevention and control of infectious disease (including age-appropriate immunizations)

The prevention and control of infectious disease is satisfied through the regular workshops available to all child care providers or self-guided training modules. All unlicensed providers must meet this requirement. A copy of the child's immunization record is kept on file with the provider for children under the age of five (5). School

age children's immunization records are on file with their local school.

b) Building and physical premises safety

Information is made available to parents through contractor and/or state staff on building and physical premises safety.

c) Health and safety training

Information is made available through contractor and/or state staff to parents concerning health and safety. In addition, two modules of the video training series are currently available in libraries across Nevada, which includes health and safety.

d) Other requirements for child care services provided under the CCDF

6.5 Exemptions to Health and Safety Requirements

At Lead Agency option, the following relatives: grandparents, great grandparents, aunts, uncles, or siblings (who live in a separate residence from the child in care) may be exempted from health and safety requirements. (658P(4)(B), §98.41(a)(1)(ii)(A))

Indicate the Lead Agency's policy regarding these relative providers:

- ☐ **All** relative providers are subject to the same requirements as described in sections 6.1 - 6.4 above, as appropriate; there are **no exemptions** for relatives or different requirements for them.
- ☐ **All** relative providers are **exempt** from all health and safety requirements.
- ☒ **Some or all** relative providers are subject to different health and safety requirements from those described in sections 6.1 - 6.4. The following a) describes those requirements and b) identifies the relatives they apply to:

In home care and care provided by a “qualified relative” in their home is exempt from the health and safety requirements. However, the parent can request a home visit for evaluation and recommendations for improvements are made if necessary.

6.6 Enforcement of Health and Safety Requirements

6.6.1 Each Lead Agency is required to certify that procedures are in effect to ensure that child care providers of services for which assistance is provided comply with all applicable health and safety requirements. (658E(c)(2)(E), §§98.40(a)(2), 98.41(d))
Describe how health and safety requirements are effectively enforced, including at a minimum:

a) Are child care providers subject to routine unannounced visits (i.e., not specifically for the purpose of complaint investigation or issuance/renewal of a license)?

☒ Yes, and **indicate** the provider categories subject to routine unannounced visits and the frequency of those visits:

All licensed child care providers are visited at least twice each year by a respective licensing entity. Unlicensed providers who are registered with the State's contractors and receiving subsidies are also visited at least twice a year but by contract and/or state staff.

☐ No.

b) Are child care providers subject to background checks?

☒ Yes, and **indicate** the types of providers subject to background checks and when such checks are conducted:

All licensed providers are subject to background checks. If a provider is not required to be licensed but is registered with the State's contractors, the parent decides if they want the unlicensed provider they have chosen, to have their background checked.

☐ No.

c) Does the State require that child care providers report serious injuries that occur while a child is in care? (Serious injuries are defined as injuries requiring medical treatment by a doctor, nurse, dentist, or other medical professional.)

☒ Yes, and **describe** the State's reporting requirements and how such injuries are tracked (if applicable):

NAC 432A.378 Reports of accident, injury, communicable disease or death.

1. Upon the occurrence of any accident or injury which requires emergency professional medical care of a child, the director, operator or owner of each facility shall report the occurrence to the bureau or local licensing agency as soon as possible and shall keep on file at the facility a report of the occurrence.
2. If the director, operator or owner of a facility finds that any reportable communicable disease may be present in the facility, he shall report that condition to the bureau or local licensing agency as soon as possible. The bureau or local licensing agency shall provide the list of reportable communicable diseases to all licensees and applicants.
3. The director, operator or owner of each facility shall report as soon as possible to the bureau or local licensing agency the death of any child who attends or lives in the facility.

NAC 432A.410 Reports of child abuse or neglect. If any person suspects that child abuse or neglect is occurring in a facility, the person may immediately report his suspicions to the bureau. Every licensee or employee of a facility who has reason to believe child abuse or neglect is occurring in the facility, in the child's home or elsewhere shall report his beliefs to the appropriate authority as required in NRS 432B.220.

☐ No.

d) Describe any other methods used to ensure that health and safety requirements are effectively enforced: N/A

6.7 Exemptions from Immunization Requirements

The State assures that children receiving services under the CCDF are age-appropriately immunized, and that the health and safety provisions regarding immunizations incorporate (by reference or otherwise) the latest recommendations for childhood immunizations of the State public health agency. (§98.41(a)(1))

The State exempts the following children from immunization (check all that apply):

- ☐ Children who are cared for by relatives (defined as grandparents, great grandparents, siblings (if living in a separate residence), aunts and uncles).
- ☐ Children who receive care in their own homes.
- ☒ Children whose parents object to immunization on religious grounds.
- ☒ Children whose medical condition contraindicates immunization.

PART 7

HEALTH AND SAFETY REQUIREMENTS IN THE TERRITORIES

(Only the Territories complete Part 7)

CCDF regulations (§98.2) define the following categories of care:

- **Center-based care:** Provider licensed or otherwise authorized to provide child care services for fewer than 24 hours per day per child in a non-residential setting, unless care in excess of 24 hours is due to the nature of the parent(s)' work.
- **Group home child care provider:** Two or more individuals who provide child care services for fewer than 24 hours per day per child, in a private residence other than the child's residence, unless care in excess of 24 hours is due to the nature of the parent(s)' work.
- **Family child care provider:** One individual who provides child care services for fewer than 24 hours per day per child, as the sole caregiver, in a private residence other than the child's residence, unless care in excess of 24 hours is due to the nature of the parent(s)'s work.
- **In-home child care provider:** Individual who provides child care services in the child's own home.

7.1 Health and Safety Requirements for Center-Based Providers in the Territories (658E(c)(2)(F), §98.41(a), §98.16(j))

7.1.1 For all center-based care, the following health and safety requirements apply to child care services provided under the CCDF for:

- a) The prevention and control of infectious disease (including age-appropriate immunizations)
- b) Building and physical premises safety
- c) Health and safety training
- d) Other requirements for child care services provided under the CCDF

7.2 Health and Safety Requirements for Group Home Child Care Providers in the Territories (658E(c)(2)(F), §98.41(a), §98.16(j))

7.2.1 For all group home child care, the following health and safety requirements apply to child care services provided under the CCDF for:

- a) The prevention and control of infectious disease (including age-appropriate immunizations)
- b) Building and physical premises safety
- c) Health and safety training
- d) Other requirements for child care services provided under the CCDF

7.3 Health and Safety Requirements for Family Child Care Providers in the Territories
(658E(c)(2)(F), §98.41(a), §98.16(j))

7.3.1 For all family child care, the following health and safety requirements apply to child care services provided under the CCDF for:

- a) The prevention and control of infectious disease (including age-appropriate immunizations)
- b) Building and physical premises safety
- c) Health and safety training
- d) Other requirements for child care services provided under the CCDF

7.4 Health and Safety Requirements for In-Home Child Care Providers in the Territories
(658E(c)(2)(F), §98.41(a), §98.16(j))

7.4.1 For all in-home care, the following health and safety requirements apply to child care services provided under the CCDF for:

- a) The prevention and control of infectious disease (including age-appropriate immunizations)
- b) Building and physical premises safety
- c) Health and safety training
- d) Other requirements for child care services provided under the CCDF

7.5 Exemptions to Territorial Health and Safety Requirements

At Lead Agency option, the following relatives may be exempted from health and safety requirements: grandparents, great grandparents, aunts, uncles, or siblings (who live in a separate residence from the child in care). (658P(4)(B), §98.41(a)(1)(ii)(A)). Indicate the Lead Agency's policy regarding these relative providers:

- ☐ **All** relative providers are subject to the same requirements as described in sections 7.1 - 7.4 above, as appropriate; there are **no exemptions** for relatives or different requirements for them.
- ☐ **All** relative providers are **exempt** from all health and safety requirements.
- ☐ **Some or all** relative providers are subject to **different** health and safety requirements from those described in sections 7.1 - 7.4 and the following describes those different requirements and the relatives they apply to:

7.6 Enforcement of Territorial Health and Safety Requirements

7.6.1 Each Lead Agency is required to certify that procedures are in effect to ensure that child care providers of services for which assistance is provided comply with all applicable health and safety requirements. (658E(c)(2)(E), §§98.40(a)(2), 98.41(d))
Describe how health and safety requirements are effectively enforced, including at a minimum:

a) Are child care providers subject to routine unannounced visits (i.e., not specifically for the purpose of complaint investigation or issuance/renewal of a license)?

- ☐ Yes, and **indicate** the provider categories subject to routine unannounced visits and the frequency of those visits:
- ☐ No.

b) Are child care providers subject to background checks?

- ☐ Yes, and **indicate** the types of providers subject to background checks and when such checks are conducted:
- ☐ No.

c) Does the Territory require that child care providers report serious injuries that occur while a child is in care? (Serious injuries are defined as injuries requiring medical treatment by a doctor, nurse, dentist, or other medical professional.)

☐ Yes, and **describe** the Territory's reporting requirements and how such injuries are tracked (if applicable):

☐ No.

d) Describe any other methods used to ensure that health and safety requirements are effectively enforced:

7.7 Exemptions from Territorial Immunization Requirements

The Territory assures that children receiving services under the CCDF are age-appropriately immunized, and that the health and safety provisions regarding immunizations incorporate (by reference or otherwise) the latest recommendations for childhood immunizations of the Territorial public health agency. (§98.41(a)(1))

The Territory exempts the following children from immunization (check all that apply):

- ☐ Children who are cared for by relatives (defined as grandparents, great grandparents, siblings (if living in a separate residence), aunts and uncles).
- ☐ Children who receive care in their own homes.
- ☐ Children whose parents object to immunization on religious grounds.
- ☐ Children whose medical condition contraindicates immunization.

APPENDIX 1

CCDF PROGRAM ASSURANCES AND CERTIFICATIONS

The Lead Agency, named in Part 1 of this Plan, assures (§98.15) that:

- (1) upon approval, it will have in effect a program that complies with the provisions of the Plan printed herein, and is administered in accordance with the Child Care and Development Block Grant Act of 1990 as amended, Section 418 of the Social Security Act, and all other applicable Federal laws and regulations. (658D(b), 658E(a))
- (2) the parent(s) of each eligible child within the State who receives or is offered child care services for which financial assistance is provided is given the option either to enroll such child with a child care provider that has a grant or contract for the provision of the service; or to receive a child care certificate. (658E(c)(2)(A)(i))
- (3) in cases in which the parent(s) elects to enroll the child with a provider that has a grant or contract with the Lead Agency, the child will be enrolled with the eligible provider selected by the parent to the maximum extent practicable. (658E(c)(2)(A)(ii))
- (4) the child care certificate offered to parents shall be of a value commensurate with the subsidy value of child care services provided under a grant or contract. (658E(c)(2)(A)(iii))
- (5) with respect to State and local regulatory requirements, health and safety requirements, payment rates, and registration requirements, State or local rules, procedures or other requirements promulgated for the purpose of the Child Care and Development Fund will not significantly restrict parental choice among categories of care or types of providers. (658E(c)(2)(A), §98.15(p), §98.30(g), §98.40(b)(2), §98.41(b), §98.43(c), §98.45(d))
- (6) that children receiving services under the CCDF are age-appropriately immunized, and that the health and safety provisions regarding immunizations incorporate (by reference or otherwise) the latest recommendation for childhood immunizations of the State public health agency. (§98.41(a)(1))
- (7) that CCDF Discretionary funds are used to supplement, not supplant, State general revenue funds for child care assistance for low-income families. (P.L. 109-149)

The Lead Agency also certifies that:

- (1) it has procedures in place to ensure that providers of child care services for which assistance is provided under the Child Care and Development Fund afford parents unlimited access to their children and to the providers caring for their children during the normal hours of operations and whenever such children are in the care of such providers. (658E(c)(2)(B))

- (2) it maintains a record of substantiated parental complaints and makes information regarding such complaints available to the public on request. (658E(c)(2)(C))
- (3) it will collect and disseminate to parents of eligible children and the general public consumer education information that will promote informed child care choices. (658E(c)(2)(D))
- (4) it has in effect licensing requirements applicable to child care services provided in the State. (658E(c)(2)(E))
- (5) there are in effect within the State (or other area served by the Lead Agency), under State or local law, requirements designed to protect the health and safety of children; these requirements are applicable to child care providers that provide services for which assistance is made available under the Child Care and Development Fund. (658E(c)(2)(E))
- (6) procedures are in effect to ensure that child care providers of services for which assistance is provided under the Child Care and Development Fund comply with all applicable State or local health and safety requirements. (658E(c)(2)(G))
- (7) payment rates under the Child Care and Development Fund for the provision of child care services are sufficient to ensure equal access for eligible children to comparable child care services in the State or sub-State area that are provided to children whose parents are not eligible to receive assistance under this program or under any other Federal or State child care assistance programs. (658E(c)(4)(A))

APPENDIX 2

ELIGIBILITY AND PRIORITY TERMINOLOGY

For purposes of determining eligibility and/or priority for CCDF-funded child care services, Lead Agencies must **define** the following *italicized* terms. (658P, 658E(c)(3)(B))

- *in loco parentis* – Adult(s) standing in as parent(s) for children who are in need of supervision or protective services such as a blood relative with custody or any person with court ordered custody, and for families who are in transition.
- *physical or mental incapacity* (if the Lead Agency provides such services to children age 13 and older) - A physical or mental condition, which severely limits the individual's ability to care for him/herself, or an emotional condition that places the individual or others at risk, as verified by a physician or other licensed professional authorized to make such assessments.
- *protective services* – Services for children who have been abused or neglected or who are at risk of abuse or neglect as determined by a professional in the field or by a court. There may be circumstances where it is in the best interest of the child as well as the family the child be placed with to provide short term respite services.
- *residing with* - Living with a custodial parent or guardian in the domicile of the custodial parent or guardian who provides primary care and support to the child.
- *special needs child* – A special needs child is defined as a physical or mental condition, which severely limits the individual's ability to care for himself/herself, or an emotional condition that places the individual or others at risk.
- *very low income* – A family whose income is at or below 130% of the Federal Poverty Level by family size.
- **List and define** any additional terminology related to conditions of eligibility and/or priority established by the Lead Agency:
- *working* – Providing services or a product for monetary compensation.
- *purpose of care* - an approved activity which does not allow for the parent/caretaker to care for the child(ren). Purpose of care can be employment,

training, educational classes, seeking employment, temporary disability or DWSS approved activities related to the preparation for employment.

- *qualified relative* – a grandparent, great-grandparent, uncle, aunt, or adult sibling living in a separate residence.

DRAFT

APPENDIX 3: ADDITIONAL CERTIFICATIONS

CCDF Regulations 45 CFR §98.13(b)(2)-(6) require the following certifications.

- 1. Assurance of compliance with Title VI of the Civil Rights Act of 1964:**
<http://www.hhs.gov/ocr/ps690.pdf>
- 2. Certification regarding debarment:**
<http://www.acf.hhs.gov/programs/ofs/grants/debar.htm>
- 3. Definitions for use with certification of debarment:**
<http://www.acf.hhs.gov/programs/ofs/grants/debar.htm>
- 4. HHS certification regarding drug-free workplace requirements:**
<http://www.acf.hhs.gov/programs/ofs/grants/drugfree.htm>
- 5. Certification of Compliance with the Pro-Children Act of 1994:**
<http://www.acf.hhs.gov/programs/ofs/grants/tobacco.htm>
- 6. Certification regarding lobbying:**
<http://www.acf.hhs.gov/programs/ofs/grants/lobby.htm>

These certifications were obtained in the 1997 Plan and need not be collected again if there has been no change in Lead Agency. If there has been a change in Lead Agency, these certifications must be completed and submitted with the Plan.

REQUIRED ATTACHMENTS

List all attachments included with this Plan.

Attachment 2.2. – Public Hearing Comment Process

Attachment 3.2.1 - Payment Rates

Attachment 3.2.3. – Market Rate Survey instrument (2) and a Summary of Survey Results

Attachment 3.5.1. – Siding Fee Scale

Attachment 4.1.1 Application for Child Care Assistance (2)

Attachment 4.4 – E&P Manual Section A-800

Attachment 5.2.1 – Pre-K Standards

Attachment 5.2.3 – Guidebooks (4)

Attachment 5.2.5 - NV Professional Dev System 2006